



**Diversity, Equity & Inclusion Advisory Committee
Zoom Online Meeting
Thursday, March 11, 2021
4:30 p.m. – Regular Meeting**

You may join online via Zoom Meeting:

<https://mcminnvilleoregon.zoom.us/j/93562400538?pwd=ZTBFeXRKUkpEWTY0MWxkdKxrcVQ0UT09>

Meeting ID: 935 6240 0538

Zoom Password: 609454

Or you can call in and listen via Zoom: +1 253 215 8782 US

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Public Comments: If you wish to address the Diversity, Equity & Inclusion Advisory Committee on any item not on the agenda, you may respond as the Committee Chair calls for "Public Comment." You may also submit written comment via email at any time up to 12:00 pm the day of the meeting to kylie.bayer@mcminnvilleoregon.gov, that email will be provided to Committee members and entered into the record at the meeting.

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1. CALL TO ORDER [4:30]
 2. INTRODUCTIONS (Council President Drabkin) [4:30]
 3. WELCOME MESSAGE (Jeff Towery, City Manager) [4:45]
 4. REVIEW OF COMMITTEE PURPOSE & CONNECTION TO MACTOWN 2032 (Kylie Bayer, Human Resources Manager) [4:55]
 5. REVIEW OF GOVERNANCE STRUCTURE, ROLE OF CITY COUNCIL & STAFF (Kylie Bayer, Human Resources Manager) [5:05]
 6. PRESENTATION (Amanda Guile-Hinman, City Attorney) [5:15]
 - a. Public Meetings Laws, Public Records Laws, Robert's Rules of Order
 7. COMMITTEE LOGISTICS (Council President Drabkin) [5:30]
 - a. Election of Chair and Vicechair, committee member term limits, potential subcommittees
 8. ADVICE/INFORMATION ITEMS (Kylie Bayer, Human Resources Manager) [5:45]
 - a. Roundtable

Please submit requests for accommodations, including interpretation for people who are deaf or hard of hearing, at least 48 hours before the meeting to Kylie Bayer, HR Manager (503) 434-7405.

9. PUBLIC COMMENT (TBD, if no Chair is elected at this meeting, Council President Drabkin) [5:50]
 - a. The Chair will announce that any interested audience members are invited to provide comments. The Chair may limit comments to 3 minutes per person for a total of 30 minutes. The Chair will read comments emailed to the HR Manager and then any person participating via Zoom.

10. HOMEWORK ASSIGNMENT (Kylie Bayer, Human Resources Manager) [5:55]
 - a. Research DEI practices at other cities/counties (potential examples include: Minneapolis MI, Beaverton OR, Lawrence KS, Philadelphia PA, Des Moines IA, Multnomah County OR, Eugene OR, Austin TX, Asheville NC, Philadelphia PA) and be prepared to share at least three DEI initiatives you want to explore in McMinnville at the April committee meeting

 - b. Research other DEI resources (potential examples include: National League of Cities, International City/County Management Association, Engaging Local Government Leaders, Coalition of Communities of Color) and be prepared to share at least one idea or tool you think McMinnville could use at the April committee meeting.

 - c. Bring 2 “ground rules” to April committee meeting.

11. ADJOURNMENT [6:00]

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